Strathclyde Union 801 - Audio Visual Equipment - Operating Instructions

University of Strathclyde Glasgow

Using the data projector with a laptop

1: **To start,** plug the supplied **VGA cable** into the **monitor socket**

on your laptop.

2: Switch on the data projector by pressing the **ON** button.

3: Press the **LAPTOP VGA** button to select your laptop as the source to be displayed on all screens.

4: If your laptop has an HDMI port, connect the HDMI cable and use the **LAPTOP HDMI** button to display the image. Note: this method uses the centre screen only.

5: If your presentation includes **audio** you must also plug-in the **mini-jack plug** into the **green headphone socket** on your laptop.

The level can be adjusted using the volume control on the panel.

6: You should now see your desktop projected on screen. If you cannot see the image you may have to "**toggle**" your laptop. Please refer to the table below to find the correct key combination for your particular model.

IBM + Sony	Fn + F7	Toshiba	Fn + F5
Dell + Epson	Fn + F8	Panasonic + NEC	Fn + F3
Hewlett Packard	Fn + F5	Fujitsu	Fn + F10
Sharp	Fn + F5	Apple	F7

7: Please **switch the projector off** when you have finished, using the **OFF** button on the control panel.

8: To view all Learning Spaces' facilities, seating layouts and AV instructions scan the QR Code with your smart phone.

Using the Visualiser

1: Switch on the data projector by pressing the **ON** button. The screen will lower automatically.

2: Press the appropriate **Doc Camera** button on the panel.

3: Switch the visualiser **ON.**

4. Place display content on the white surface of the visualiser. The output will be displayed on the screens.

5. Adjust the image by using the zoom functions on the camera head.

Dual Modes Cycle.

1: In **Dual Modes Cycle** you can display your laptop and visualiser at the same time.

2: Plug the supplied **VGA cable** into the **monitor socket** on your laptop and switch the visualiser on.

3: Press the **Dual Modes Cycle** button to display the laptop on the centre screen and the visualiser on the two side screens.

4: Please **switch the projector off** when you have finished, using the **OFF** button on the control panel.